

TERM OF COMMISSION: August Session of the July Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Commission Chambers

PRESENT WERE: Presiding Commissioner Kenneth M. Pearson
District I Commissioner Karen M. Miller
District II Commissioner Skip Elkin
Deputy County Clerk Josh Norberg

The meeting was called to order at 1:35 p.m.

Purchasing

Melinda Bobbitt, Director of Purchasing, was present on behalf of these items.

1. Request for Surplus Disposal (first reading)

Ms. Bobbitt stated the Purchasing Department requests permission to dispose of the following list of surplus equipment:

	Asset #	Description	Make	Model	Condition of Asset	Serial #
1.	No Tag	Misc Supplies: No Smoking Signs, Index card guides, stapler, pencil holder, etc.	See attached list		Well-used	
2.	3243	Large Desk			Fair	
3.	14046	Black Desk Chair			Poor	
4.	11660	Red Desk Chair			Poor	
5.	12573	Blue Desk Chair			Poor	
6.	15106	Plaid Chair			Poor	

7.	No Tag	Blue Fabric Chair			Fair	
8.	15107	Plaid Chair			Poor	
9.	11866	Blue Desk Chair			Poor	
10.	12577	Blue Desk Chair			Poor	
11.	14045	Black Desk Chair			Poor	
12.	12574	Blue Desk Chair			Poor	
13.	12575	Blue Desk Chair			Poor	
14.	11374	Shredder	GBC		Poor	
15.	No Tag	Small Refrigerator	Dwyer Products Corporation	AR073PALLR	Poor	
16.	No Tag	20" TV	RCA ColorTrak Plus	F20351SF	Good	
17.	10705	Typewriter	IBM Wheelwriter 6		Good	
18.	7549	Typewriter	Brother	EM605	Does not work	
19.	10360	20" TV/VCR			TV was dropped , Screen was shattered	
20.	14568	Digital Camera	Sony	MVCCD500	Damaged in Auto Accident	
21.	13528	Digital Camera	Sony	MVC-CD250	Cracked screen (non-functional)	

22.	14214	Digital Camera	Sony	MVC-CD350	Non-functional	
23.	14339	Digital Camera	Sony	MVC-CD350	Non-functional	
24.	14421	Digital Camera	Sony	MVC-CD350	Non-functional	
25.	16301	Digital Camera	Nikkon		Camera is missing	

Trade-In

26.	14753	Taser M26				Serial # P4-011588
27.	14218	Taser M26				Serial # P3-015763
28.	13234	Taser M26				Serial # P4-006881
29.	14217	Taser M26				Serial # P3-015762

	Asset #	Description	Make	Model	Condition of Asset	Serial #
30.	13260	Server Error	HP	Proliant DL 380	Working (no harddrive or ram)	
31.	13866	Terminal	IBM	3477	Working	
32.	10881	15" Monitor	Syncmaster	1NE15	Poor	
33.	8736	Printer	HP	Laserjet 4P	Poor	
34.	13632	PC	Gateway	E3600	Harddrive Removed	

35.	12654	Modem	3COM	3294	Poor	
36.	12652	Modem	3COM	3294	Poor	
37.	12651	Modem	3COM	3294	Poor	
38.	12720	Modem	3COM	Office Connect 56K	Poor	
39.	12757	Modem	3COM	Office Connect 56K	Poor	
40.	12714	Modem	3Com	Office Connect 56K	Poor	
41.	12318	Modem	3Com	Office Connect 56K	Poor	
42.	No Tag	Modem	3Com	Office Connect 56K	Poor	
43.	12551	Modem	3Com	Office Connect 56K	Poor	
44.	12756	Modem	3Com	Office Connect 56K	Poor	
45.	No Tag	Monitor	Compaq	S710	Poor	
46.	12867	PC	Compaq	Deskpro ex	Poor (Harddrive removed)	
47.	13871	Laptop Computer	Dell	Latitude C640	Unknown	
48.	15103	Laptop Computer	Gateway	600YGR	Non-Working No HHD or RAM	
49.	No Tag	17" Monitor	Compaq		Good	Serial # 936CG43HD 901
50.	8115	15' Monitor	Dell	Ultra Scan 15 FS (V)	Unknown	

51.	16285	Printer	Lexmark	C720N Laser	Working	
52.	13312	Monitor	Viewsonic	E655	Poor	
53.	11790	Dot Matrix Printer	Panasonic	KXP115	Poor	
54.	11233	PC Error	Compaq	Deskpro 6000 P2-233	Poor (Harddrive Removed)	
55.	14426	Inkjet Printer	HP	2300N	Poor	
56.	13872	Laptop Error	Dell	Latitude C640	Poor	
57.	11539	PC Error	Media on Unknown		Poor	
58.	8615	15" Monitor	Viewsonic		Poor	
59.	6942	Terminal Error	IBM	3477	Non-Working	
60.	16520	17" Monitor	HP	V7550	Non-Working	
61.	16516	17" Monitor	HP	V7550	Non-Working	
62.	12306	Scanner Error	Fujitsu	M3097DE	Doesn't Duplex	
63.	14178	19" Monitor	Princeton	Dig/Analog 25MS	Non-Working	
64.	11542	CD Tower Error	HP	J3277A	No Longer Needed	
65.	13860	PC Error	Dell	Optiplex GX260	Poor (Harddrive Removed)	
66.	15482	PC Error	HP	DC7600	Poor (Harddrive Removed)	

67.	15023	PC Error	HP	DC7100	Harddrive Removed	
68.	14350	PC Error	Dell	Optiplex GX270	Poor (Harddrive Removed)	
69.	11538	PC Error	Media on Unknown		Poor (Harddrive Removed)	
70.	11206	Fax	Cannon	Class 8500	Poor	
71.	13988	Monitor	Dell	M922	Screen Hard to Read	
72.	9244	Fax	Sharp	F03350	Good	450161X
73.	10494	Fax	Ink Jet		Fair	
74.	9226	Printer	Alos Reader		Fair, but has broken parts	
75.	8154	Monitor	Dell		Very Poor	
76.	12451	Fax	Panasonic		Poor	
77.	No Tag	Keyboard Tray			Fair	
78.	13078	Printer	Laserjet	2200DN	Does not work	
79.	13247	19" LCD	COMPAQ	P920	Blurry – Hard to See	

Commissioner Pearson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with an appropriate order for approval.

2. Amendment Number One – 05-11JAN05 – Office Supplies Term & Supply (first reading)

Ms. Bobbitt stated paper pricing has significantly increased and the Contractor is requesting a price increase for the remainder of the term that ends on December 31, 2008. They have supplied justification with paper mill notification letters to them raising prices.

Pricing will be as follows:

- 8 ½ x 11 - \$28.30 per case – Corporate Express #CEB8511
- 8 ½ x 14 - \$44.78 per case – Corporate Express #CEB8514
- 11 x 17 - \$30.00 per case – Corporate Express #CEB1117

This is a county-wide term and supply contract.

Commissioner Pearson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with an appropriate order for approval.

Human Resources

Betty Dickneite, Director of Human Resources, and Susan Wells, County Clerk's Office, were present on behalf of this item.

3. Proposed Procedure Adjustment for Employee of the Quarter Award (first reading)

Ms. Dickneite stated Susan Wells is here as a member of the Employee Recognition and Suggestion Committee, and they have a proposal for changing the award from a \$50 gift certificate, which has to be taxable income. To solve that problem, the committee has submitted a procedure that they would like the Commission to consider.

Ms. Wells stated in order for the award to be taxed, it has to run through payroll. Instead of giving a gift certificate, the Committee decided to change it to a cash award and increase the award to \$75 to try to offset the amount that would be withheld for employee FICA and other taxes. The current budget for the year is \$1,000. If we increased the award to \$75, it would equal \$300 for the year, the employer paid FICA would equal \$24 per year, and reception food and supplies has a \$50 limit for each quarter. That would equal \$200 per year. All together, that would still be well under the budget. Typically with the food and supplies, we try to gauge what the attendance might be. There has been several times where we haven't even used the \$50. The remaining funds cover things like office supplies, the certificate frames, and the certificates themselves. She stated she has outlined this in a procedure so that if anyone on the Committee needs to do this they would have in writing what needs to be done to run this through payroll.

Commissioner Miller asked if they usually spend the remaining \$450.

Ms. Wells stated they haven't. She stated since the budget was raised up to \$1,000, we typically spend between \$500 and \$650 each year. It just depends on what is needed that year.

Commissioner Pearson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with an appropriate order for approval.

Court Administrator

4. Budget Amendment to Establish Budget for Drug Court Reintegration Grant (first read on 8/5/08)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to establish a 2008 budget for the Drug Court Reintegration Grant:

Department	Account	Department Name	Account Name	Decrease	Increase
1243	03451	Judicial Grants	State Reimbursement		\$28,281.00
1243	10100	Judicial Grants	Salary		\$22,537.00
1243	10200	Judicial Grants	FICA		\$1,724.00
1243	10300	Judicial Grants	Health Insurance		\$2,375.00
1243	10325	Judicial Grants	Disability Insurance		\$83.00
1243	10350	Judicial Grants	Life Insurance		\$27.00
1243	10375	Judicial Grants	Dental Insurance		\$178.00
1243	10400	Judicial Grants	Worker's Comp		\$1,032.00
1243	10500	Judicial Grants	401(A) Match		\$325.00

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 396-2008**

Child Support Services

5. Budget Amendment to Pay Lease at 22 N. 8th Street (first read on 8/5/08)

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to pay the lease at 22 N. 8th Street through December 2008:

Department	Account	Department Name	Account Name	Decrease	Increase
1263	03465	Prosecutor-IVD	Revenue		\$20,700.00
1263	71500	Prosecutor-IVD	Building Use/Rent		\$20,700.00

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 397-2008**

6. Child Support Enforcement Cooperative Agreement (first read on 8/14/08)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the Child Support Enforcement Cooperative Agreement with the Missouri Department of Social Services Family Support Division. It is further ordered the Presiding Commissioner is hereby authorized to sign said agreement.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 398-2008**

Planning and Building

7. Budget Amendment to Establish Hinkson Budget (first read on 8/7/08)

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to establish the Hinkson budget:

Department	Account	Department Name	Account Name	Decrease	Increase
1751	22000	Hinkson Creek	Postage		\$250.00
1751	23000	Hinkson Creek	Office Supplies		\$600.00
1751	23050	Hinkson Creek	Other Supplies		\$2,400.00
1751	37200	Hinkson Creek	Seminars/Conf./Mtgs.		\$1,000.00
1751	37220	Hinkson Creek	Travel		\$100.00
1751	48000	Hinkson Creek	Phone		\$100.00
1751	71100	Hinkson Creek	Outside Services		\$15,750.00
1751	91301	Hinkson Creek	Computer Hardware		\$5,300.00
1751	91302	Hinkson Creek	Computer Software		\$2,000.00
1751	10100	Hinkson Creek	Wages & Salaries		\$18,270.00
1751	10110	Hinkson Creek	Overtime		\$950.00
1751	10200	Hinkson Creek	FICA		\$1,470.00
1751	10300	Hinkson Creek	Health Insurance		\$1,980.00
1751	10325	Hinkson Creek	Disability Insurance		\$75.00
1751	10350	Hinkson Creek	Life Insurance		\$25.00
1751	10375	Hinkson Creek	Dental Insurance		\$150.00
1751	10400	Hinkson Creek	Worker's Comp		\$155.00

1751	10500	Hinkson Creek	401(a) Match		\$275.00
1751	03411	Hinkson Creek	Fed. Grant Reimb		\$50,850.00

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 399-2008**

County Counselor

8. Budget Revision to Transfer Funds for Outside Legal Services (first read on 8/14/08)

Commissioner Miller stated she thought the Commission would table this because she believes Mr. Dykhouse will be adding to the revision.

The budget revision was tabled.

Miscellaneous

9. Appointments

a. Judicial & Law Enforcement Task Force

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby appoint Kay Evans to the Judicial & Law Enforcement Task Force for an interim term beginning August 19, 2008, and ending April 10, 2010.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 400-2008**

b. Building Code Commission

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby appoint James Pounds to the Building Code Commission for a term beginning August 19, 2008, and ending August 31, 2010.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 401-2008**

c. Energy & Environment Commission

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby appoint Dillon Wyatt to the Energy & Environment Commission for a term beginning August 19, 2008, and ending May 31, 2011.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 402-2008**

10. Authorize Use of Facilities

a. Columbia Area National Organization for Women

Commissioner Pearson moved on this day the County Commission of the County of Boone does hereby approve the use of the Commission Chambers on September 20, 2008, from 5:30 p.m. through 9:00 p.m. by the Columbia Area National Organization for Women.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 403-2008**

b. USS Phoenix

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the use of the Commission Chambers on August 30, 2008, and September 27, 2008, from 5:30 p.m. through 9:00 p.m. by USS Phoenix.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 404-2008**

11. Commissioner Reports

Commissioner Miller stated she heard on the radio that there is only one out of county inmate, so we are in pretty good shape with that. She stated she also went to Farm Bureau, and one person

was concerned about the covered arena for the Fairgrounds and whether we were going to get it or not. She stated she told them where the bids were and that Commissioner Elkin was working with Mr. Sapp. The annual banquet is August 25, at 6:00 p.m.

12. Public Comment

There was no public comment.

The meeting adjourned at 9:55 a.m.

Attest:

Ken Pearson
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner